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2002/06/27 CIA RDP78-C
ed For Release 2002/06/27 :
1-4-79
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1-4-79
By: 35

6th 4-1 (operation
Alert) 136-1311

58-2203 X
OGC Has Reviewed

58-2283

15 JUN 1956

CONFIDENTIAL

MEMORANDUM FOR: Deputy Director (Support)
ATTENTION: Special Planning Assistant to the DD/S
SUBJECT: Policies and Procedures Concerning Travel and
Compensation for Operation Alert 1956

1. Pursuant to a request from the SPA/DD/S, this Office, in collaboration with the Comptroller's Office and representatives of the Office of Logistics, Office of Communications and Office of General Counsel, has reviewed the subject problems concerning the Operation Alert. As a result of this review, Attachment 1 is proposed as the substance of a directive to all concerned. It is recommended that the proposed material be published in an Agency notice in order to inform all concerned of the manner in which Agency policies concerning travel and compensation, primarily, will be administered during the alert exercise.

2. During this exercise, employees taking part will be covered by the Bureau of Employees Compensation program during the time they are officially traveling and while in performance of duty at the TDY post. It is not considered necessary to make special mention of this in the issuance.

3. For security and administrative expense reasons, it is urged that, insofar as practicable, the number of private automobiles used for the official travel be kept to a minimum consistent with the purposes of the exercise. The automobile registration control procedure has been cleared with [redacted] per telecon on 14 June 1956.

4. The policies proposed are consistent with current Agency practices involving travel to and from TDY at the site of the exercise. It is the firm conviction of this Office and the Comptroller that no per diem should be authorized since meals and quarters will be provided at Government expense. We believe that compensation or compensatory time off for officers at grade GS-11 or above should not be authorized or considered necessary or desirable during an exercise designed to test our emergency plans and provide those officers with this type of experience and training.

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5. Additionally, (attachment 2) we are forwarding a proposed
blanket TDY travel order to implement the policies announced in the
attached proposed issuance.

~~SECRET~~

Harrison G. Reynolds
Director of Personnel

Attachment:

1. Proposed notice
2. TDY travel order

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CONCUR:

13/

15 JUN 1956

Member, Support Planning Committee,
Personnel

Date

25X1A9a

13/

18 June 56

Date

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13/

18 June 56

Date

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ORIGINAL DOCUMENT MISSING PAGE(S):

ATTACHMENT #1